

**CITY OF JOLIET
INTEROFFICE MEMORANDUM**

March 12, 2020

TO: Finance Committee

FROM: Tammy Edmonson, Accountant

SUBJECT: Review of February 29, 2020 General Fund Operating Budget

Please find attached the February 29, 2020 Finance Reports for the Operating, Capital and Special Revenue Funds. Below are brief comments related to items within the General Fund operating budget vs. actual report.

Revenues:

At the end of two months, overall revenues are at 12.31% of budget. 2/12th of the budget would be at 16.7%, but because of the seasonality of many income streams, and the fact it is so early in the year, this is not out of the ordinary (during 2019 the City was at 12.66%). For instance, property taxes are collected later in the year near their due dates. Interest income has not yet been posted. Cannabis tax collections are expected to be in the last quarter of the year. No significant variances are noted at this time.

Expenditures:

Overall expenditures are at 13.26% of budget (compared to 12.88% in 2019) which as noted is reasonable for this time of year. Expenditures are affected as well by some seasonality. Examples include payments made to the public safety pension funds which are made in conjunction with the receipt of property taxes. As noted above these are seasonal and will occur later in the year. Items such as Municipal Waste are paid monthly, but in arrears by one month. No significant variances are noted at this time.

Please note that the budget is prepared on a modified accrual basis and this report is reported on a cash basis. This report provides an overall indicator of general trends, but accruals at year-end will impact the final amounts.

Cc: Steve Jones, Interim City Manager
Jim Ghedotte, Finance Director

City of Joliet
Finance Reports
Operating Budgets
as of February 29, 2020

	2020 Adj. Budget	2020 February YTD	% of Budget
General Fund (100)			
Revenue			
Property Taxes	39,265,000.00	76,858.65	0.20%
Gaming Taxes	17,155,000.00	2,919,624.73	17.02%
State Sales Taxes	23,396,450.00	4,072,656.77	17.41%
Home Rule Sales Tax	26,100,200.00	4,474,278.55	17.14%
Utility Taxes	6,625,000.00	1,067,422.04	16.11%
State Income Taxes	16,740,000.00	2,775,560.43	16.58%
Hotel/Motel Tax	3,971,430.00	176,844.03	4.45%
Real Estate Transfer Tax	2,425,000.00	304,964.00	12.58%
Titled/Registration Tax	150,000.00	21,174.86	14.12%
Automobile Rental Tax	41,000.00	6,562.67	16.01%
Food & Beverage Tax	3,275,000.00	490,838.68	14.99%
Gasoline Privileg Tax	2,510,000.00	104,691.83	4.17%
Amusement Tax	90,000.00	-	0.00%
Cable Franchise Tax	1,930,000.00	474,882.14	24.61%
Cannabis Tax	250,000.00	-	0.00%
Replacement Tax	2,420,000.00	418,257.23	17.28%
Out of State Use Tax	5,100,000.00	929,789.67	18.23%
Pari-Mutuel Tax	90,000.00	12,651.00	14.06%
Charges for Services	9,380,000.00	920,473.86	9.81%
Licenses & Permits	4,198,600.00	499,081.93	11.89%
Fines & Fees	4,010,000.00	767,111.53	19.13%
Municipal Waste Fees	14,677,000.00	2,622,887.25	17.87%
Fed/State/Priv Grant	380,000.00	79,343.90	20.88%
Interest Income	662,000.00	-	0.00%
Miscellaneous Rev	2,842,500.00	471,392.94	16.58%
Transfer In	4,740,000.00	-	0.00%
Revenue Total	192,424,180.00	23,687,348.69	12.31%
Expense			
Personal Services	82,449,515.00	14,983,946.20	18.17%
Personal Svc - Benef	67,176,578.00	5,887,891.83	8.76%
Professional Service	6,358,934.00	669,146.06	10.52%
Property Services	20,145,100.00	1,647,742.60	8.18%
Other Services	1,626,043.00	101,056.56	6.21%
Supplies	8,607,048.00	1,744,618.76	20.27%
Other Employee Costs	687,512.00	67,189.34	9.77%
Debt Service	450.00	-	0.00%
Other Expenses	3,328,100.00	449,347.80	13.50%
Transfer Out	2,243,780.00	-	0.00%
Expense Total	192,623,060.00	25,550,939.15	13.26%
General Fund Total	(198,880.00)	(1,863,590.46)	

	2020 Adj. Budget	2020 February YTD	% of Budget
General Fund Expenses By Department			
Expense			
Mayor & Council	402,354.00	63,102.81	15.68%
City Manager	1,651,369.00	284,230.02	17.21%
City Clerk	877,509.00	121,288.96	13.82%
Administrative Services	14,739,323.00	1,901,338.16	12.90%
Hospitalization	23,455,000.00	4,303,432.44	18.35%
Community Development	7,272,481.00	963,905.19	13.25%
Finance	3,708,224.00	362,309.99	9.77%
Municipal Waste	12,615,970.00	1,050,498.20	8.33%
Technology	3,986,367.00	424,073.01	10.64%
Legal	2,707,209.00	397,106.94	14.67%
Police	60,168,787.00	7,589,319.85	12.61%
Fire	41,800,661.00	5,213,445.83	12.47%
Public Works	16,994,026.00	2,876,887.75	16.93%
Transfer Out	2,243,780.00	-	0.00%
Expense Total	192,623,060.00	25,550,939.15	13.26%
General Fund Expenses By Department Total	(192,623,060.00)	(25,550,939.15)	
Parking Operating Fund (520)			
Revenue			
Fines & Fees	1,857,401.00	141,943.71	7.64%
Miscellaneous Rev	240.00	-	0.00%
Bond Transfer	3,000,000.00	-	0.00%
Transfer In	110,000.00	-	0.00%
Revenue Total	4,967,641.00	141,943.71	2.86%
Expense			
Personal Services	612,556.00	82,541.10	13.47%
Personal Svc - Benef	138,414.00	20,032.44	14.47%
Professional Service	100,000.00	43,662.13	43.66%
Property Services	277,500.00	43,982.01	15.85%
Other Services	14,500.00	2,015.97	13.90%
Supplies	60,600.00	8,456.66	13.95%
Debt Service	201,647.00	-	
Other Expenses	122,098.00	-	
Transfer Out	340,000.00	-	
Capital Outlay	3,000,000.00	-	0.00%
Expense Total	4,867,315.00	200,690.31	4.12%
Parking Fund Total	100,326.00	(58,746.60)	

	2020 Adj. Budget	2020 February YTD	% of Budget
Water & Sewer Operating Fund (500)			
Revenue			
Charges for Services	55,074,401.00	9,395,501.35	17.06%
Fines & Fees	1,370,500.00	314,103.33	22.92%
Interest Income	370,000.00	-	0.00%
Miscellaneous Rev	1,300,000.00	1,213.07	0.09%
Revenue Total	58,114,901.00	9,710,817.75	16.71%
Expense			
Personal Services	9,974,081.00	1,437,737.87	14.41%
Personal Svc - Benef	3,591,229.00	353,001.00	9.83%
Professional Service	2,465,000.00	128,594.09	5.22%
Property Services	5,873,500.00	122,704.49	2.09%
Other Services	353,750.00	27,892.32	7.88%
Supplies	8,943,500.00	784,536.61	8.77%
Other Employee Costs	483,550.00	2,444.81	0.51%
Debt Service	900.00	-	0.00%
Other Expenses	110,000.00	200.00	0.18%
Transfer Out	5,450,000.00	-	0.00%
Expense Total	37,245,510.00	2,857,111.19	7.67%
Water & Sewer Operating Fund Total	20,869,391.00	6,853,706.56	

City of Joliet
Finance Reports
Capital Budgets
as of February 29, 2020

	2020 Adj. Budget	2020 February YTD	% of Budget
Motor Fuel Tax Fund (200)			
Revenue			
Other Taxes	5,600,000.00	1,120,429.57	20.01%
Fed/State/Priv Grant	-	-	
Interest Income	100,000.00	-	0.00%
Miscellaneous Rev	-	-	
Revenue Total	5,700,000.00	1,120,429.57	19.66%
Expense			
Professional Service	-	3,658.36	
Capital Outlay	11,561,000.00	61,214.12	0.53%
Expense Total	11,561,000.00	64,872.48	0.56%
Motor Fuel Tax Fund Total	(5,861,000.00)	1,055,557.09	
Capital Improvement Fund (300)			
Revenue			
Fed/State/Priv Grant	7,952,555.00	-	0.00%
Bond Proceeds	10,500,000.00	-	0.00%
Miscellaneous Rev	100,000.00	-	0.00%
Interest Income	40,000.00	-	0.00%
Transfer In	2,293,780.00	-	0.00%
Revenue Total	20,886,335.00	-	0.00%
Expense			
Capital Outlay	26,150,216.00	114,282.13	0.44%
Expense Total	26,150,216.00	114,282.13	0.44%
Capital Improvement Fund Total	(5,263,881.00)	(114,282.13)	
Performance Bonds Fund (320)			
Revenue			
Interest Income	75,000.00	-	0.00%
Miscellaneous Rev	1,000,000.00	-	0.00%
Revenue Total	1,075,000.00	-	0.00%
Expense			
Capital Outlay	5,231,780.00	-	0.00%
Expense Total	5,231,780.00	-	0.00%
Performance Bonds Fund Total	(4,156,780.00)	-	
Water & Sewer Improvement Fund (501)			
Revenue			
Charges for Services	-	297,342.40	

	2020 Adj. Budget	2020 February YTD	% of Budget
Revenue Total	-	297,342.40	
Expense			
Depreciation	12,000,000.00	-	
Capital Outlay	18,521,000.00	200,375.06	1.08%
Expense Total	30,521,000.00	200,375.06	0.66%
Water & Sewer Improvement Fund Total	(30,521,000.00)	96,967.34	
IEPA Wet Weather Treatment Facility (507)			
Revenue			
Charges for Services	-	22,000.00	
Miscellaneous Rev	1,337,010.00	53,855.04	4.03%
Revenue Total	1,337,010.00	75,855.04	5.67%
Expense			
Capital Outlay	1,365,000.00	10,439.86	0.76%
Expense Total	1,365,000.00	10,439.86	0.76%
IEPA Wet Weather Treatment Facility Fund Total	(27,990.00)	65,415.18	
IEPA Sanitary Sewer Rehab -2017 (509)			
Revenue			
Miscellaneous Rev	491,869.00	-	0.00%
Revenue Total	491,869.00	-	0.00%
Expense			
Capital Outlay	-	-	
Expense Total	-	-	
IEPA Sanitary Sewer Rehab 2017 Fund Total	491,869.00	-	
IEPA ESTP Phosphorus Removal (511)			
Revenue			
Miscellaneous Rev	3,800,000.00	1,884,476.62	49.59%
Revenue Total	3,800,000.00	1,884,476.62	49.59%
Expense			
Capital Outlay	16,200,000.00	768,288.77	4.74%
Expense Total	16,200,000.00	768,288.77	4.74%
IEPA ESTP Phosphorus Removal Fund Total	(12,400,000.00)	1,116,187.85	
IEPA Sanitary Sewer Rehab - 2018 (512)			
Revenue			
Miscellaneous Rev	5,100,000.00	1,809,257.55	35.48%
Revenue Total	5,100,000.00	1,809,257.55	35.48%
Expense			
Capital Outlay	5,100,000.00	-	0.00%

	2020 Adj. Budget	2020 February YTD	% of Budget
Expense Total	5,100,000.00	-	0.00%
IEPA Sanitary Sewer Rehab 2018 Fund Total	-	1,809,257.55	
IEPA 2018 Watermain Rehab (513)			
Revenue			
Miscellaneous Rev	614,011.00	-	0.00%
Revenue Total	614,011.00	-	0.00%
Expense			
Capital Outlay	-	-	
Expense Total	-	-	
IEPA 2018 Watermain Rehab Fund Total	614,011.00	-	
IEPA Sanitary Sewer Rehab 2019 (514)			
Revenue			
Miscellaneous Rev	750,000.00	2,488,743.01	331.83%
Revenue Total	750,000.00	2,488,743.01	331.83%
Expense			
Capital Outlay	11,031,505.00	1,055,339.45	9.57%
Expense Total	11,031,505.00	1,055,339.45	9.57%
IEPA Sanitary Sewer Rehab 2019 Fund Total	(10,281,505.00)	1,433,403.56	
IEPA Water System Rehab 2019 (515)			
Revenue			
Miscellaneous Rev	1,500,000.00	-	
Revenue Total	1,500,000.00	-	
Expense			
Capital Outlay	1,500,000.00	839,246.13	55.95%
Expense Total	1,500,000.00	839,246.13	55.95%
IEPA Water System Rehab 2019 Fund Total	-	(839,246.13)	
IEPA Sanitary Sewer 2020 (516)			
Revenue			
Miscellaneous Rev	8,500,000.00	-	
Revenue Total	8,500,000.00	-	
Expense			
Capital Outlay	8,340,500.00	-	0.00%
Expense Total	8,340,500.00	-	0.00%
IEPA Sanitary Sewer 2020 Fund Total	159,500.00	-	
IEPA Water Main Rehab 2020 (517)			
Revenue			

	2020 Adj. Budget	2020 February YTD	% of Budget
Miscellaneous Rev	9,200,000.00	-	
Revenue Total	9,200,000.00	-	
Expense			
Capital Outlay	8,800,000.00	5,385.00	0.06%
Expense Total	8,800,000.00	5,385.00	0.06%
IEPA Water Main Rehab 2020 Fund Total	400,000.00	(5,385.00)	
Parking Improvement Fund (521)			
Expense			
Depreciation	168,000.00	-	0.00%
Expense Total	168,000.00	-	0.00%
Parking Improvement Fund Total	(168,000.00)	-	
Water Replacement Reserve (531)			
Revenue			
Transfer In	550,000.00	-	0.00%
Revenue Total	550,000.00	-	0.00%
Expense			
Capital Outlay	-	-	
Expense Total	-	-	
Water Replacement Reserve Fund Total	550,000.00	-	
IEPA West River Wall Sewer (532)			
Revenue			
Miscellaneous Rev	550,000.00	2,157,934.14	
Revenue Total	550,000.00	2,157,934.14	
Expense			
Capital Outlay	3,267,800.00	-	
Expense Total	3,267,800.00	-	
IEPA West River Wall Sewer Fund Total	(2,717,800.00)	2,157,934.14	

City of Joliet

Finance Reports

Special Revenue Budgets

as of February 29, 2020

	2020 Adj Budget	2020 February YTD	% of Budget
Evergreen Terrace Fund (110)			
Revenue			
Miscellaneous Rev	400,000.00	-	0.00%
Transfer In	-	-	-
Revenue Total	400,000.00	-	0.00%
Expense			
Professional Service	10,000.00	-	0.00%
Property Services	-	-	-
Expense Total	10,000.00	-	0.00%
Evergreen Terrace Fund Total	390,000.00	-	
Block Grant Fund (210)			
Revenue			
Fed/State/Priv Grant	932,157.00	-	0.00%
Revenue Total	932,157.00	-	0.00%
Expense			
Professional Service	200,000.00	46,557.46	23.28%
Property Services	325,657.00	-	0.00%
Other Services	3,000.00	-	0.00%
Other Employee Costs	3,500.00	-	0.00%
Capital Outlay	400,000.00	-	0.00%
Expense Total	932,157.00	46,557.46	4.99%
Block Grant Fund Total	-	(46,557.46)	
Grant & Special Revenue Fund (220)			
Revenue			
Charges for Services	179,378.00	-	0.00%
Fed/State/Priv Grant	7,211,219.00	51,346.00	0.71%
Interest Income	15,000.00	-	0.00%
Revenue Total	7,405,597.00	51,346.00	0.69%
Expense			
Personal Services	-	110,750.00	
Personal Services - Benef	-	98.02	
Professional Service	1,701,100.00	14,592.71	0.86%
Property Services	-	12,592.96	
Other Services	7,500.00	6,226.26	83.02%
Supplies	22,000.00	2,241.08	10.19%
Other Employee Costs	-	962.63	
Other Expenses	34,180.00	305.00	0.89%
Capital Outlay	5,852,726.00	46,026.19	0.79%
Expense Total	7,617,506.00	193,794.85	2.54%
Grant & Special Revenue Fund Total	(211,909.00)	(142,448.85)	

	2020 Adj Budget	2020 February YTD	% of Budget
Special Revenue Revolving Fund (221)			
Revenue			
Fines & Fees	243,500.00	9,446.86	3.88%
Fed/State/Priv Grant	20,000.00	2,220.00	11.10%
Interest Income	50.00	-	0.00%
Revenue Total	263,550.00	11,666.86	4.43%
Expense			
Professional Service	64,500.00	-	0.00%
Property Services	1,000.00	-	
Other Services	5,000.00	348.25	6.97%
Supplies	200,000.00	734.00	0.37%
Other Employee Costs	43,700.00	-	0.00%
Other Expenses	42,000.00	6,419.25	
Capital Outlay	110,000.00	160,779.00	146.16%
Expense Total	466,200.00	168,280.50	36.10%
Special Revenue Revolving Fund Total	(202,650.00)	(156,613.64)	
Foreign Fire Tax Fund (225)			
Revenue			
Other Taxes	228,000.00	-	0.00%
Revenue Total	228,000.00	-	0.00%
Expense			
Other Expenses	228,000.00	-	0.00%
Expense Total	228,000.00	-	0.00%
Foreign Fire Tax Fund Total	-	-	
Special Service Area Fund (230)			
Revenue			
Property Taxes	530,000.00	-	0.00%
Fines & Fees	-	-	
Interest Income	-	-	
Revenue Total	530,000.00	-	0.00%
Expense			
Professional Service	-	3,153.13	
Property Services	-	-	
Other Expenses	399,230.00	20,000.00	5.01%
Capital Outlay	250,000.00	172.50	0.07%
Transfer Out	50,000.00	-	
Expense Total	699,230.00	23,325.63	3.34%
Special Service Area Fund Total	(169,230.00)	(23,325.63)	
Special Service Area - Park Hill (231)			
Revenue			
Property Taxes	11,540.00	-	0.00%
Interest Income	-	-	

	2020 Adj Budget	2020 February YTD	% of Budget
Revenue Total	11,540.00	-	0.00%
Expense			
Professional Service	-	-	
Property Services	11,540.00	1,125.00	9.75%
Other Expenses	-	-	
Capital Outlay	-	-	
Expense Total	11,540.00	1,125.00	9.75%
Special Service Area - Park Hill Fund Total	-	(1,125.00)	
Special Service Area - Miscellaneous Fund (232)			
Revenue			
Fines & Fees	14,000.00	700.00	5.00%
Interest Income	-	-	
Revenue Total	14,000.00	700.00	5.00%
Expense			
Professional Service	-	-	
Property Services	-	-	
Other Expenses	-	-	
Capital Outlay	14,000.00	-	0.00%
Expense Total	14,000.00	-	0.00%
Special Service Area - Misc Fund Total	-	700.00	
Business District Fund (240)			
Revenue			
Other Taxes	125,000.00	22,393.11	17.91%
Interest Income	9,000.00	-	0.00%
Revenue Total	134,000.00	22,393.11	16.71%
Expense			
Other Expenses	134,000.00	16,819.41	12.55%
Expense Total	134,000.00	16,819.41	12.55%
Business District Fund Total	-	5,573.70	
TIF #2 City Center Fund (250)			
Revenue			
Property Taxes	450,000.00	-	0.00%
Interest Income	2,000.00	-	
Miscellaneous Rev	-	-	
Transfer In	-	-	
Revenue Total	452,000.00	-	0.00%
Expense			
Professional Service	50,000.00	-	0.00%
Property Services	-	-	
Other Services	400,000.00	-	
Capital Outlay	2,000.00	-	0.00%
	-	-	

	2020 Adj Budget	2020 February YTD	% of Budget
Expense Total	452,000.00	-	0.00%
TIF #2 City Center Fund Total	-	-	
TIF #3 Cass Street Fund (251)			
Revenue			
Property Taxes	102,500.00	-	0.00%
Interest Income		-	
Revenue Total	102,500.00	-	0.00%
Expense			
Professional Service	2,500.00	-	
Other Expenses	100,000.00	54,618.32	54.62%
Expense Total	102,500.00	54,618.32	53.29%
TIF #3 Cass Street Fund Total	-	(54,618.32)	
TIF #4 Presence St. Joseph (252)			
Revenue			
Property Taxes	17,600.00	-	0.00%
Interest Income		-	
Revenue Total	17,600.00	-	0.00%
Expense			
Professional Service	2,255.00	3,000.00	
Other Expenses	15,000.00	-	
Expense Total	17,255.00	3,000.00	
TIF #4 Presence St. Joseph Fund Total	345.00	(3,000.00)	
TIF #5 Downtown (253)			
Revenue			
Property Taxes	17,200.00	-	
Interest Income		-	
Revenue Total	17,200.00	-	
Expense			
Professional Service	3,000.00	-	
Other Expenses	14,200.00	-	
Expense Total	17,200.00	-	
TIF #5 Downtown Fund Total	-	-	

	2020 Adj Budget	2020 February YTD	% of Budget
General Debt Service Fund (405)			
Revenue			
Property Taxes	1,656,075.00	-	0.00%
Interest Income	-	-	
Revenue Total	1,656,075.00	-	0.00%
Expense			
Debt Service	1,656,575.00	-	0.00%
Expense Total	1,656,575.00	-	0.00%
General Debt Service Fund Total	(500.00)	-	
Water & Sewer Debt Service Fund (505)			
Expense			
Debt Service	7,663,958.00	541,177.76	7.06%
Expense Total	7,663,958.00	541,177.76	7.06%
Water & Sewer Debt Service Fund Total	7,663,958.00	541,177.76	